

**Syllabus  
ED 3862  
Information and Communications Technology I**

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**Details:**

This course (3 ch) will be delivered over an eleven-week period to students in the 4-year Bachelor of Education for aboriginal students through the Mi'kmaq-Maliseet Institute at the Faculty of Education.

ED 3862 will focus on an introduction to the use of basic computer-based technology in the K-12 classroom, including E-Mail and other common information processing software, presentation tools, interactive whiteboards and their pedagogical applications within learning environments.

Courses will start Monday, September 20th and run Monday evenings from 5:00 pm to 8:00 pm (AST) / 4:00 - 7:00 PM (EST).

Classes will be held in a virtual classroom using the CISCO WebEx platform. Details on how to connect are available on the course website.

The course website is located at <http://ed3862.wikispaces.com>

**Course Description:**

This course is designed to introduce the basic concepts and practices in the integration of personal computing and software within society, with a particular focus on education and business. Emphasis is placed on the practical application of technology to enhance teaching and learning in the classroom and to enhance business.

**Purpose:**

The course will provide a basic introduction to computer-based technologies common in today's society. A particular emphasis will be placed on the use of technology in the teaching and learning process and as it applies to business.

**Prerequisites:**

There are no prerequisites for this course, although some basic previous computer experience is assumed.

**Textbook / Resources**

**Text:** None

**Resources:**

Readings and videos will be provided by the instructor as required. Students may be asked to download trial versions of software for evaluative purposes.

Each student must have access to an Internet accessible computer with basic word processing capabilities. Access to MS Office (Word, PowerPoint, Excel) would be beneficial.

**Objectives:**

By the end of the course students should have:

- Demonstrated a basic understanding of the impact of technological change in society, focused on education and business
- Developed the basic skills necessary to encourage and lead the integration of information and communication technology in educational settings
- Demonstrated an understanding of the basic functions and types of computer-based technologies including:
  - o Types of operating systems
  - o Software, freeware and shareware
  - o Common software packages and applications
  - o Organizing and maintaining files
  - o SMART Boards and other interactive technologies
  - o Spyware, shareware and other challenges
  - o Using and manipulating data, text and images
  - o Using photography and video as narrative tools
- Demonstrated an understanding of the practical application of technology on day-to-day practices
- Demonstrated an understanding of the role that adaptive and assistive technology can play in educational and work settings
- Demonstrated a basic understanding of issues of copyright and the implication for education and business

**Class Dates / Times:**

First Class: September 20, 2010

Last Class: November 29, 2010

Weekly Classes: Monday – 5:00 pm – 8:00 pm

Location: Classes will be offered in a virtual online environment. Students may join individually from home or elsewhere or may gather in groups to participate from one location.

**Cancellations:**

In the event that classes must be cancelled due to weather or other circumstances, all students will be given notification on the course website.

**Attendance:**

Students must attend all classes in order to meet course completion requirements.

Students are asked to please advise the instructor as soon as possible if they must be absent.

**Assessment**

- ***Class Participation*** (incl. on-line discussion) 10%

Deadline: On-going

Participants will attend all classes and are expected to participate in the class discourse. They will also be expected to participate in the on-line class response / discussion blog during the course of the study. The web address for the class blog will be linked on the class website shortly.

- ***Personal Reflective Blog*** (On-line Journal) 20%

Deadline: On-going

Each participant will maintain a personal reflective journal detailing their individual reflections on the study. A minimum of two journal entries per week are expected.

Assessment will be based on a demonstrated depth and breadth of understanding of the application and implications of technology within our classrooms and communities and a link to personal experience.

- ***Response Paper*** 20%

Deadline: Monday, October 25<sup>th</sup>

Participants will prepare a response paper (max. 500 words) or other communications media to assigned reading(s) and/ or videos on technology in education.

- ***Technology Planning and Assessment*** 20%

Deadline: Monday, November 15

Working individually or in pairs, participants will prepare a lesson activity plan (K-12) that incorporates the application of some form of information technology by students. The lesson plan should clearly describe the technology skills that will be required / acquired by all participants (e.g. teacher, students, etc.) and how technology is to be utilized within the lesson / activity.

- ***Group Project / Presentation*** 30%

Deadline: Presentations to take place during the last two week of class  
Groups will be assigned (or choose) a topic, covering either a specific issue or common resource in educational technology.

a) Working within your group, members will research, correlate, prepare and present a 20 minute presentation on this topic. All members of the group must be involved in the presentation.

Reflective and peer assessment will be used for this activity.

b) Prepare a brief report (less than 3 pages) on your assigned topic. It is due the last day of class (for all groups). Your report and presentation will be posted as a reference for classmates.

### **Grading Scheme:**

A+ (90-100%)

A (85-90%)

A- (80-84%)

B+ (75-79%)

B (70-74%)

B- (65-69%)

C+ (60-64%)

C (55-59%)

D (50-54%)

E (<50%)